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HOUSE MEMORIAL 1

**49TH LEGISLATURE - STATE OF NEW MEXICO - SECOND SPECIAL SESSION, 2010**

INTRODUCED BY

William "Bill" R. Rehm

A MEMORIAL

REQUESTING THE ALBUQUERQUE PUBLIC SCHOOL DISTRICT TO REVIEW JOB  
TITLES AND JOB DESCRIPTIONS AND PERFORM DESK AUDITS ON ALL  
GENERAL AND SCHOOL ADMINISTRATIVE POSITIONS TO DETERMINE  
WHETHER JOB TITLES, JOB CLASSIFICATIONS AND DUTIES ARE ACCURATE  
AND APPROPRIATE AND WHETHER POSITIONS CAN BE CONSOLIDATED OR  
ELIMINATED FOR BETTER EFFICIENCY AND COST SAVINGS.

WHEREAS, for fiscal year 2011, the state is faced with  
revenue shortfalls that will require budget reductions for all  
functions of government, including the most essential functions  
such as public education; and

WHEREAS, if cuts must be made to education budgets, it is  
crucial that they be made where they will have the least  
harmful impact on student learning; and

WHEREAS, a letter from the superintendent of Albuquerque

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1 public schools to legislators indicated that public education  
2 budget cuts may result in reductions in the teaching force; and

3 WHEREAS, budgetary belt-tightening can and should first be  
4 used as an occasion to restructure operations to increase  
5 efficiency; and

6 WHEREAS, information provided by the school district  
7 indicates that less than sixty-three percent of total budgeted  
8 expenditures for fiscal year 2010 were for classroom  
9 instruction; and

10 WHEREAS, at the same time, almost six percent of budgeted  
11 expenditures were for general and school administration,  
12 including clerical support; and

13 WHEREAS, nationally, according to the national center for  
14 education statistics, general and school administrative costs  
15 amount to less than five percent of public education budgets;  
16 and

17 WHEREAS, before eliminating teaching and direct student  
18 services positions, a prudent school leader should first  
19 determine if noninstructional resources are being used  
20 effectively, if there are savings to be realized in other  
21 expenditure categories and if there are administrative and  
22 clerical positions that may be effectively combined or  
23 eliminated;

24 NOW, THEREFORE, BE IT RESOLVED BY THE HOUSE OF  
25 REPRESENTATIVES OF THE STATE OF NEW MEXICO that the Albuquerque

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1 public school district be requested to review its general and  
2 school administrative job titles and job descriptions to see  
3 how many titles and descriptions can be combined or eliminated  
4 to increase operational efficiency and cost-effectiveness; and

5 BE IT FURTHER RESOLVED that the district perform desk  
6 audits on its general and school administrative and clerical  
7 positions to determine whether they are still crucial to the  
8 educational mission of the school or district and whether  
9 positions should be combined or eliminated or personnel  
10 reassigned to more efficiently and effectively manage limited  
11 fiscal resources and to ensure that those resources are not  
12 being wasted; and

13 BE IT FURTHER RESOLVED that the district look at  
14 administrative reorganizations at schools and the central  
15 administrative office to provide for a leaner and less  
16 expensive organizational structure; and

17 BE IT FURTHER RESOLVED that these and other cost-saving  
18 measures be implemented before the district begins considering  
19 the elimination of teaching or direct student services  
20 positions; and

21 BE IT FURTHER RESOLVED that the Albuquerque public school  
22 district be requested to report to the legislative education  
23 study committee on the progress of this request; and

24 BE IT FURTHER RESOLVED that copies of this memorial be  
25 transmitted to the superintendent of Albuquerque public

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1 schools, the secretary of public education and the director of  
2 the legislative education study committee.

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